

PETHAM PARISH COUNCIL
THE NEXT ANNUAL PARISH COUNCIL MEETING WILL BE HELD
ON THURSDAY 2nd May 2024 AT 7.00 PM IN THE VILLAGE HALL
Members of the public and press are welcome to attend

A G E N D A

1. Recording of those members present, apologies for absence, and progress on councillor vacancy (being advertised until and including 8th May 2024)

- (i) Election of Chair
- (ii) Election of Vice Chair if needed

2. Declarations of Interest and Updates to the Disclosable Pecuniary Interests Register

- (i) Confirm village hall defibrillator is operational

3. To approve the Minutes of the last Meeting (April 2024) and Matters Arising

4. Discussions with Guests (if present)

5. Financial Matters

- (i) To approve payments as follows (final figures may not have been available at time of agenda preparation. These will be included in the final minutes of the meeting)

Castle Water - Cricket Ground	£7.19	Paid in advance 17/04/2024
Kent Association of local councils	£362.74	Membership 2024/2025
CPRE	£60.00	Membership 2024/25
Petham Village Hall	£250.00	Subsidise Local Residents Bookings May-July 2024
Streetlights	£523.48	Street Lighting Maint Contract 1 of 2
Streetlights	£255.00	Repair column 3 following vehicle impact
Streetlights	£117.30	Lighting repairs column 22
AJG Community Schemes	£1208.31	Insurance renewal
Scottish & Southern Electric	£0.00	Street Light Energy - Account for April DD - covered by credit note
Introduction to local council administration (ILCA)	£120.00	Self paced online course from Society of Local Council Clerks (12 months)
HMRC	In the region of £100 (20% basic rate)	HMRC PAYE + Employer NI
Parish Clerk	In the region of £400	Parish Clerk Salary May 2024

- (ii) To approve Draft Level of Reserves as at 30.04.2024

- (iii) Work on year end accounts 2023/2024

6. Planning Matters (Out for consultation)

CA/24/00360 Replacement rooflights to north elevation and installation of rooflight to south elevation, installation of windows to north and south ground-floor, installation of doors to south and east elevations, installation of first-floor Juliet balcony to east and installation of first-floor window to west

Location : Great Catts Farm, Stone Street, Petham, CT4 5PW

We have received an application for the above proposal and would be pleased to receive any comments you wish to make on or before 10.05.2024.

No more planning applications known of at time of agenda preparation. CCC planning application system still down while cyber incident is investigated. Will be checked again before meeting

7. Planning Decisions by Canterbury City Council

No new planning decisions known of at time of agenda preparation. CCC planning application system still down while cyber incident is investigated. Will be checked again before meeting

8. Development of one/three/five year plan - ideas for project work

9. Parish Council Website

10. Noticeboards

11. Policies

- (i) Feedback on draft policy documents (being forwarded with agenda, shared in previous meeting)
- (ii) Absence Policy draft
- (iii) Risk Assessments
- (iv) Emergency planning

12. Draft Canterbury District Local Plan to 2040 Consultation

13. Highway Issues and PROW

- (i) Petham Village (Speedwatch)

14. Recreation Ground

- (i) Inspections by members

15. Correspondence, Publications, and Other Matters of an Urgent Nature

- (i) Magazines and brochures received by clerk available for inspection
- (ii) Asset Register Update
- (iii) Village Sign

16. To Confirm Dates and Times of Future Meetings

The Ordinary Parish Council Meeting on Thursday 6th June 2024 at 7.00 pm, in the Village Hall. The Parish Clerk apologises in advance that he will not be attending due to pre-booked holiday arrangements, but will produce an agenda in advance for those attending

Chris Beatrup, Parish Clerk